

# Planning Council News

## HRSA Regional Conference

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On June HRSA hosted the Title I and II Technical Assistance meeting in Phoenix. HRSA representatives addressed the new requirements and expectations of Chief Elected Officials (CEO), planning councils and administrative agents.

Representatives reaffirmed that the legislative role of CEOs was to establish the administrative mechanism for allocating funds and to establish the Title I planning council. They emphasized that the expectation was that CEOs would ensure compliance with all legislative mandates in an EMA and would be informed on the activities of the planning council.

In addition to reminding planning council members of existing roles defined by the CARE Act and the 1996 CARE Amendment, they summarized several new expectations and legislatively mandated roles. Representatives explained that planning councils are now expected to assess unmet need within EMAs, by identifying the number of individuals living with HIV/AIDS

who are not receiving primary medical care and defining the needs of this population. Also, HRSA expects planning councils to include a plan for addressing capacity issues of existing service providers within the three-year comprehensive plan.



Luckily, HRSA only expects that EMAs define and submit process statements for achieving compliance with new mandates in the 2002 application.

One thing that was clear at the meeting was the Phoenix EMA's several steps ahead in complying with new legislation as compared to other places in the country. Keep up the good work!

## Chairs Corner

Hello Everyone -

First, let me assure you I have learned my lesson concerning multiple presentations during a meeting... all of them were fantastic, but we ran long (again), and I am now in the process of developing presentation guidelines and time limits. I'm afraid the excitement of offering these to the Council overshadowed any thoughts I had that some of us might actually have to be somewhere else after the meeting. I appreciate your patience.

I would also appreciate some feedback on two issues. Spanish translation is costs a great deal of money, and at the last PC meeting, there were no individuals who needed these services. I want to remain sensitive to the needs of our monolingual guests, but I also desire to be cost sensitive as well. I'm committed to providing this service, but find I must decline offering translation unless it is requested in advance (this only applies to the general meeting; the Consumer Meeting would still have translation services regardless of advance notice).

ceive this, and am open to additional input. Also, PCS began offering food at our general meeting, at the request of members who need to have a meal at specific times. I find that we might need to alter that service to become more of a snack rather than the current fare. Can I ask for opinions on this as well? I'm available at (602) 265-9255, or you can e-mail me at [jksapero@earthlink.net](mailto:jksapero@earthlink.net).

Finally, an apology to anyone who attempted to dial into the July 20th conference call with Pearl Katz, our HRSA Project Officer. The number supplied to PCS to dial into had two digits transposed. Planning Council Support will now verify that the number will work correctly.

I look forward to seeing you at the meeting on Thursday, July 12, meeting soon!

John Sapero, Planning Council Chair

## *HRSA's Membership Expectations: How Are We Doing?*

*The Phoenix EMA is currently in total compliance with new legislation mandating planning council membership. The 2000 Amendment to the CARE Act requires planning councils to be comprised of 33% consumers of Title I services. In addition, new membership categories were added; one representative of the infected incarcerated community, prevention representative, and one representative from an organization providing housing to infected homeless individuals.*

*Phoenix has a council made up of 36% consumers*

*and has members representing all mandated categories.*

*Although we are complying with HRSA's mandates, our own bylaws state that 50% of the council must be living with HIV/AIDS. The Council is comprised of 42% infected individuals. The membership committee will be addressing this discrepancy at their next meeting on Wednesday, July 11th, 11:00 a.m. to 1:00 p.m. at the Grunow Building.*



## Comprehensive Plan Nears Completion

*Together  
Everyone  
Achieves More!*

A couple of weeks ago Dr. Sue Wolf sent process work sheets to every council member in hope that people would provide input on the goals and objectives contained in the plan. It is so important to receive your input. This is your plan for the provision of Title I

services in the Phoenix EMA for the next three years. Therefore your input is crucial for this to be a working plan.

If you have not provided feedback, there is still time. If you need a copy of the letter and forms to be filled out, please contact Alisa at 506-5002.

## Welcome Brenda Hope!

The time has come for me to move on to law school. After tireless interviews, a new manager for Planning Council Support has been found. Her name is Brenda Hope and she comes with significant community planning experience. She will be starting officially on July 9 and will be working with me for two weeks to provide for a smooth transition. I assure you that you are in good hands.

In the meantime, I will wrap up my time with you and the county. I have been so fortunate to work with so many passionate and dedicated people. You have all taught me so much and I am forever changed by my experience with Planning Council Support. I plan on a tearful departure, but will be moving towards my ultimate goal, the creation of policy and legislation that ensures the provision of health care for all those in need.

Thank you for the opportunity to serve my community. Every one

of you will always hold a special place in my heart. You're the most amazing people I have ever had the privilege to work with.

Jennifer Stasch, Manager Planning Council Support



## The Consumer Committee is Growing !"

*"THE HEAT IS ON" As planning Council members we are faced with many challenges when Mid-Year Re-Allocations and Budgets come due.*

*Due to new emerging needs, Core Services requests are exceeding \$300,000.00 with limited monies available to fund these requests. With new HIV cases on the rise and limited funding, difficult decisions will be forthcoming.*

*F.Y.I. Several States currently have A.D. A.P. waiting lists with more states begin-*

## Allocations Committee

*ning to implement waiting lists and/or Medical Eligible Criteria i.e. T-Cell count.*

*The next Allocations Committee meetings will be Tuesday, July 10 and 12 at HIV Care Directions, 1366 East Thomas from 11:00 a.m. to 1:00 p.m. and Tuesday July 17 at MCDPH, 1845 E. Roosevelt St from 3:00 p.m. to 6:00 p.m. Please plan to attend.*

*Mark Kezios, Allocations Chair*

## Consumers Speak Out

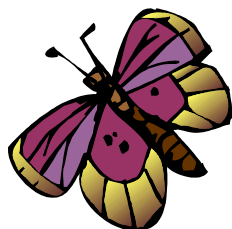
*There were 47 consumers in attendance at the June 13 Consumer Committee meeting held at Aids Project AriZona, they voiced their concerns and they would like to have increased child care, better care coordination between all entities, undocumented assistance, religious/spiritual support, increases to the transportation gas voucher system (consider gas price increases), and they (the consumer) do not want to see the Daytime Safe Haven concept vanish. Also the July meeting we will be discussing issues that will be part of the*

*HIV/AIDS symposium in Phoenix, May 2002.*

*The next Consumer Committee Meeting will be held Wednesday, July 11 at Emilio's - Abacus Building, 2nd floor conference rooms, 3030 N. 3rd Street, 12:30 p.m. to 1:30 p.m. Please plan to attend if you can. Everyone is welcome and each consumer can gain so much when there is someone there to answer some of their questions. And as always a lunch will be provided.*

*Donna Bryant, Consumer Vice-Chair*

## Administrative Agent, David Paquette



### HIV Service Funding May Not Increase with the Epidemic.

Ryan White Title I funds are received by the County from the federal Health Resources and Services Administration (HRSA), and next year's federal budget for Title I, as currently proposed, will stay the same as this year.

What does this mean? Two things: (1) We all need to continue to advocate for increased domestic funding for HIV services – particularly the service funds via the Ryan White CARE Act (2) At the local level,

the Phoenix EMA may be facing level funding (same as this year) or a decrease. Our funding is based on many elements – including a competitive application. Last year, most of our funding was received from the competitive – rather than formula or “case” based – award. The Phoenix EMA's application was the highest ranked in the country, maximizing the funding available through Title I. Any lower ranking may mean a smaller grant award. Further, this funding may be divided across more EMAs, if a locality meets the definition and is added to the current 51.

We will keep you informed of anticipated funding,

## RYAN WHITE TITLE I HIV HEALTH SERVICES PHOENIX "EMA"

Planning Council Support  
1845 East Roosevelt Street  
Phoenix, AZ 85006  
Phone: 602-506-5002  
Fax: 602-506-6885  
Email: [c.alisapirngles@mail.maricopa.gov](mailto:c.alisapirngles@mail.maricopa.gov)



## Meeting Schedule

- Tuesday, July 10, 11:00 a.m. to 1:00 p.m. - Allocations - HIV Care Directions - 1366 East Thomas
- Wednesday, July 11, 12:30 p.m. to 1:30 p.m. - Consumer - ABACUS Building - 3030 N. 3rd St
- Wednesday, July 11, 11:00 a.m. to 1:00 p.m. - Membership - Grunow Building - 926 E. McDowell
- Thursday, July 12, 2:00 p.m. to 4:00 p.m. - Allocations - HIV Care Directions - 1366 East Thomas
- Thursday, July 12, 4:00 p.m. to 6:00 p.m. - Planning Council - HIV Care Directions - 1366 East Thomas
- Tuesday, July 17, 3:00 p.m. to 6:00 p.m. - Allocations - MCDPH - 1845 East Roosevelt St

Thomas

### BIRTHDAY WISHES:

LAURA KROGER - JULY 8  
CINDY JASMINE - JULY 28  
ALISA PRINGLES - JULY 31

## Roberts Rules Refresher

**BEGINNING THE MEETING:** Meeting will be called to order by its Chair, and all recognition to speak, make motions, or act is at his discretion. The Chair sets the agenda, and manages the agenda, and may at his discretion—change the order or items and decide what is and is not legitimate new business. The chair has full discretion to decide what is and what is not pertinent to any item on the agenda.

**MOTIONS:** To make a motion, a member of the group must be recognized to speak by the Chair. The format of a motion is "Mr. Chair, I move that..." The Chair may not make a motion.

**SECONDS:** To move forward, a motion must be seconded by a member of the group (not staff). The Chair may not second a motion. If there is no second, the motion dies at that time.

**DISCUSSION:** After a motion has been made, it is "on the floor". It may be discussed by anyone who is recognized to speak by the Chair.

**CALLING THE QUESTION:** Any member of the group (not staff of the Chair) may "call the question". This effectively ends all discussion of the original motion. A motion to call the question may be made at any time, as long as there is a motion on the table. There is no discussion of a call for the question, it must be seconded, and if seconded is immediately voted on. If it passes, the Chair proceeds directly to a vote on the original motion. If the call for the question fails, the discussion of the motion proceeds.

**A POINT OF ORDER:** A point of order is an attempt to

be recognized by the Chair in order to make a statement or ask a question. A point of order over-rides all other business. Having been recognized to speak on a point of order, the speaker must not address the motion on the floor, but only the process or procedures being used to handle that motion. For example, pointing out that a motion violates the By-laws of the group or is illegal, or that a motion is not being processed correctly. Once resolved, the group returns to what ever they were doing prior to the point of order being raised.

**AMENDING A MOTION:** Any speaker may move to amend the motion on the table. If the person making the original motion accepts the amendment as a friendly amendment the motion is carried. If the person rejects the amendment, it must be voted on. A motion to amend must be resolved before the original motion can be called and passed or rejected.

**ADJOURNING:** In some very formal groups, there is a motion to adjourn, which is then voted on. In other groups, the Chair has full discretion to adjourn the meeting as he sees fit.

*"A positive  
attitude is a  
powerful force."*